

(WHEN FILLED IN)

## IN- AND OUT-CASUAL STATUS RECORD

1	NAME (LAST) (FIRST) (MIDDLE)	OFFICE TO WHICH CURRENTLY ASSIGNED BY LAST ACTION:
2	CHECK <u>IDENTIFY AS IN-CASUAL</u> CPB WILL COMPLETE ITEMS 1, 2, AND 6 ON ANY EMPLOYEE REPORTING FOR DEBRIEFING UPON RETURN FROM FOREIGN FIELD STATION ON PCS. FORWARD ORIGINAL AND TWO COPIES TO TRB.	DATE OF ARRIVAL CPB DATE OF ARRIVAL U.S.
3	CHECK <u>REMOVE FROM IN-CASUAL STATUS</u> TRB WILL COMPLETE ITEMS 1, 3, AND 6 WHENEVER THE FOLLOWING ARE EFFECTED: A. PERSONNEL ACTION ASSIGNING AN IN-CASUAL TO A DEPARTMENTAL POSITION. B. PERSONNEL ACTION ASSIGNING AN IN-CASUAL TO ANOTHER FOREIGN FIELD POSITION. C. PERSONNEL ACTION ASSIGNING AN IN-CASUAL <input type="text"/> D. SEPARATION ACTION INVOLVING AN IN-CASUAL.	DATE ACTION EFFECTED
4	CHECK <u>PLACE IN OUT-CASUAL STATUS</u> TRB WILL COMPLETE ITEMS 1, 4, AND 6 WHENEVER THE FOLLOWING ARE EFFECTED: A. PERSONNEL ACTION ASSIGNING AN IN-CASUAL TO ANOTHER FOREIGN FIELD POSITION. B. PERSONNEL ACTION APPOINTING OR REASSIGNING AN EMPLOYEE TO A FOREIGN FIELD POSITION.	DATE ACTION EFFECTED
5	CHECK <u>REMOVE FROM OUT-CASUAL STATUS</u> TRB AND/OR CPB WILL COMPLETE ITEMS 1, 5, AND 6 WHENEVER THE FOLLOWING ARE EFFECTED: A. WHEN CPB HAS ESTABLISHED A DEFINITE DATE OF DEPARTURE FROM THE CONTINENTAL UNITED STATES. B. PERSONNEL ACTION ASSIGNING AN OUT-CASUAL <input type="text"/> C. PERSONNEL ACTION ASSIGNING AN OUT-CASUAL TO A DEPARTMENTAL POSITION. D. SEPARATION ACTION INVOLVING AN OUT-CASUAL. E. <input type="text"/> ACTION INVOLVING AN OUT-CASUAL.	DATE ACTION EFFECTED DATE OF DEPARTURE FROM U.S.

25X1

25X1

25X1C4A

REMARKS (ADDITIONAL COMMENT):

6	DATE	SIGNATURE	CHECK ONE: <input type="checkbox"/> CPB <input type="checkbox"/> TRB
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